

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, April 20, 2021

Board Members Present: J. Mitchell, L. Franke, J. Wieland, C. Erickson, S. King, K. Lukens, B. Clancy

Excused: J. Jansch

Others Present: K. Pahlow, A. Nizzia, S. Johnson, C. Maricque, N. Kohls

1. Action Item: Call to Order
S. King called the meeting to order at 3:32 PM.
2. Open Forum – No public comments
3. Action Item: Approval of the March 16, 2021 Minutes
Motion made by L. Franke, seconded by J. Wieland, that the minutes of the March 16, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by B. Clancy, seconded by J. Wieland, that the agenda for the April 20, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
A. Nizzia presented this month's donations, emphasizing one that was made in memory of a past Parent Organization President, who had a daughter graduate from Hopp and another daughter who is currently working at Hopp.
Motion made by K. Lukens, seconded by J. Mitchell, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Disbursement for March 1, 2021 thru March 31, 2021 were presented. All expenses were routine in nature.
Motion made by B. Clancy, seconded by L. Franke, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
February revenues were routine. Expenditures continue to reflect shortages in areas, mainly Technology with the purchase of the laptops for the aides and Nursing due to COVID preparations, but savings in other areas will offset them (such as savings in staffing vacancies and transportation).
Motion made by J. Wieland, seconded by K. Lukens, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: Retirement
Motion made by K. Lukens, seconded by B. Clancy, that the Board accept the retirement of Instructional Aide, Deb McPeake and Occupational Therapist, Becky Hansen. MOTION CARRIED UNANIMOUSLY.
9. Action Item: Resignation
Staff resignations include Leslie Huettner, who is moving out of state, Michelle Page and Christina Gitzlaff who are resigning due to the Transfer of Services that has the elementary programming moving back to the district.
Motion made by B. Clancy, seconded by K. Lukens, that the Board accept the resignations of Leslie Huettner, Michelle Page and Christina Gitzlaff at the end of their 2020-2021 contract year. MOTION CARRIED UNANIMOUSLY.
10. Action Item: 2021-2022 Budget
C. Maricque and K. Pahlow highlighted the main changes to the budget. Reflected is a decrease in the county levy due to decreases of expenditures and an increase in special

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education revenue. An increase in staffing is budgeted to include additional aide positions and a newly created Program Support Teacher position. Expenditures are down due to the transfer of services in the district elementary program. Also included is an allotment for summer learning for students and staff. Increase hours for aides to assist with planning and training opportunities. An Increase in technology to reflect new hardware and software and an additional half clerical position to the Special Education Director. COVID mitigations will continue into next school year along with classroom updates such as new flooring in the primary wing, an update to the fire alarm system and a commitment to the front entrance capital campaign renovation/addition. Charges from the County were increased due to an increase in indirect costs, technology charges and insurance. Revenue changes include Essers II funding and an increase in Special Education Categorical Aid. The budget will be presented to Brown County Administration and then be submitted to the Brown County Human Services committee.

Motion made by L. Franke, seconded by B. Clancy, that the Board approve the submission of the recommended 2021-2022 budget. MOTION CARRIED UNANIMOUSLY.

11. Action Item: Program Support Teacher Job Description

A job description for the recommended Program Support Teacher position was presented. Although this person would report directly to the Special Education Director, S. Johnson, it is not an administrative position and should be a direct support to our teaching, therapy, instructional aide and support staff. A positive and collaborative relationship with Principal Nizzia is also critical.

Motion made by J. Wieland, seconded by K. Lukens, that the Board approve the Program Support Teacher job description. MOTION CARRIED UNANIMOUSLY.

12. Discussion Item: Update on School Site and Facility Master Plan

K. Pahlow reported that the Capital Campaign resolution was approved by the Brown County Human Service Committee. It will be presented at the County Board meeting for approval on Wednesday, April 21st. The resolution will then be presented for acceptance at the May 4th BCCDEB meeting. There is a May 18th Steering Committee meeting. This group includes community leadership, parents and staff who will help move forward with the request for donations. Two grants have currently been submitted and will be considered in May.

13. Discussion Item: Administrator's Report

K. Pahlow reported all is going very well. There have been no positive COVID cases with staff or students since late January. We will continue with our mitigation practices until the end of the school year. We have opened the gym for PE classes and music is currently also being offered in person in some classrooms. 27 families continue to remain completely remote with 1:1 services per the IEP. An email was sent to parents explaining that we are planning to be in-person 5 days a week, with no blended learning options. Parents were instructed to email A. Nizzia with any concerns. The May board meeting will still be virtual since our live streaming capabilities are not up and running yet and we would like to give the public the opportunity to attend virtually if they wish.

S. Johnson reported that the Syble Hopp School Parent Facebook Support Group was implemented and working well. Plans for Summer Programming are moving forward. This year families have four options to choose from. One, three week session of Camp SOAR; Supplementary Instruction based on IEP goals; Sensory Courtyard Saturdays or Teen/Young Adult Social Outings. Camp Soar is for students under the age 17, while 18 and older students tend to utilize community programming during the summer to help make transition easier when they have finished their schooling at SHS. Statewide assessment is going well at Syble Hopp School. The Forward Exam is completed and we are wrapping up the Alternate Assessment.

A. Nizzia stated that we will not be able to attend Wisconsin Lions Camp this year, but we

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are going to have our own camp at school on May 23-27. Staff are busy preparing activities, t-shirts and special events. Graduation is June 1st in the school gymnasium at 5:30 PM. Graduates will be allowed a limited number of guests. We will be combining in-person and videos into the program. The ceremony will be recorded and IT is helping us live stream it.

14. Discussion Item: Parent Organization Report

Parent Organization meetings are held virtually now. This has been very helpful to some parents who were unable to attend in-person. Bylaws were approved at the last meeting and the golf outing set for July 10th is moving along nicely.

15. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85(1)(a)(b)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction including the consideration of the issuance of final nonrenewal/layoff pursuant to Wis. Stats. Sec. 118.22. **Motion made by L. Franke, seconded by J. Wieland, that the Board move into Executive Session at 4:19 PM. MOTION CARRIED UNANIMOUSLY.**

Board returned to open session at 5:05 PM.

16. Action Item: Adjournment

Motion made by J. Mitchell, seconded by L. Franke, that the April 20, 2021 Brown County Children with Disabilities Board meeting be adjourned at 5:070 PM. MOTION CARRIED UNANIMOUSLY.